Municipal Directory
Freedom of Information Act Required Postings
District and Community Profile

The Elmhurst Park District of Illinois is duly organized and operates under the provisions of the Illinois Park District Code (70ILCS 1 through 13-9e), compiled as part of the Illinois Compiled State statutes.

Chartered: In 1920, the residents of Elmhurst created a unit of local government to provide for the community’s recreational and park interests. The establishment of the Elmhurst Park District and election of its first Commissioners took place on June 5, 1920.

Governance: A community-elected non-partisan Board of Commissioners consisting of seven (7) members constitutes the governing board of the Elmhurst Park District. Commissioners are elected to six (6) - year terms and serve without compensation.

Officers: The Commissioners elect from among themselves a President and a Vice President to serve one (1)-year terms.

Appointed Officials: The Park Board of Commissioners appoint an Executive Director, a Treasurer, an Assistant Treasurer, an Attorney and a Secretary. The Executive Director serves as the Chief Executive Officer (CEO) for the Park District and carries out the policies of the Board.

Boundaries: The Park District currently encompasses 9.8 square miles covering Elmhurst and small portions of unincorporated Elmhurst and the cities of Addison, Berkeley and Northlake.

Elmhurst Demographics: The Park District’s population is approximately 46,662 and the number of households is 16,541 (boundaries are not coterminous with the City of Elmhurst). The percent of families with children under age 18 is 36.8%, the median age is 40.1 years, and the percent of the population over 65 is 14.0% (2010 census). The average family income is $81,486 and per capita income is $32,015 (2010 Census).

Real Estate: The equalized assessed valuation (EAV) of real estate for 2018 is $2,558,861,674.

Tax Rate: The tax rate for levy year 2018 is 0.3354 per $100 of assessed value.


Fiscal Year Budget: The budget for 2020 is $23,325,926. The fiscal year is January 1 to December 31.

Park Resources: The Park District manages 471 acres of parkland within 28 parks ranging in size from small neighborhood parks to large parks with facilities for softball, baseball, soccer, tennis, in-line skating, basketball and playgrounds. Within the parks system, the District also maintains and operates the Wilder Park Conservatory and Museum and the Elizabeth Friendship Walk, which features flowers, exotic foliage, and tropical plants. The District is also responsible for the development of all entrepreneurial projects that include Courts Plus Fitness Center (multi-use fitness facility with indoor pool), Wilder Mansion (conference, banquet and community meeting center), and Sugar Creek Golf Course (9-hole, par 32 course and driving range) jointly owned and operated by the Elmhurst Park District and the Village of Villa Park.

Programs and Services: The District offers a diversity of recreational opportunities including sports, specialized summer camps, environmental programs, gymnastics programs, preschool programs, before and after school child activity programs, and performing art classes. The Abbey Leisure Center contains a multi-purpose recreation space where the District provides a diverse selection of activities and social services for the senior population. The Wagner Community Center houses many recreation programs and includes the District’s gymnastics center. The District is also a member of the Gateway Special Recreation Association, which provides recreational services for children and adults with disabilities. Additionally, the District has two outdoor, heated community pools and offers swim lessons at both locations. The District also operates The Hub with miniature golf, batting cages, spray ground and a concessions building.
Organizational Structure and Staffing: The District has seven departments that include Parks, Facilities, Recreation, Enterprise Services, Marketing and Communications, Information Technology, and Finance and Human Resources along with the Administrative function. The Park District employs 77 full-time, 450 part-time and 300 seasonal workers.

Affiliations: The Park District is a member of the National Recreation and Park Association (NRPA), the Illinois Association of Park Districts (IAPD), the Illinois Park and Recreation Association (IPRA), and the Gateway Special Recreation Association.

Awards:

- The National Gold Medal Award for Excellence in Park and Recreation Management Finalist (2006-08, 2010-11).
- Governor’s Sustainability Award (2010-11), Finalist (2013) and Honorable Mention (2014).
- United States Tennis Association (USTA) Outstanding Facility Award (2019).
- Recipient of "Chicago Tribune’s Top Workplaces“ (2019).
- Environmental Protection Agency and Chicago Wilderness Conservation Native Landscaping Award (2002).
- Special Kids Day Award (2013).

Elmhurst Park District History: The Elmhurst Park District was established on June 5, 1920 to meet the leisure and recreational needs of the community. Soon thereafter, negotiations were opened for the acquisition of the Wilder estate. The estate consisted of an undeveloped cow pasture to the north and the family home, gardens and clay tennis courts to the south. Original development of the gardens had begun much earlier in 1868 by Seth and Elizabeth Wadhams, who built their home, known as White Birch, along with a greenhouse and gardens. They planted numerous trees representing a variety of species to create a true garden spot in Elmhurst. The Park District acquisition of the Wilder property occurred in 1921, making it the first public park in Elmhurst. The Park District added the conservatory to the greenhouse in 1924, and the Wilder Park Conservatory then opened to the public.

In the late 1920s and early 1930s, three new parks were established at Salt Creek, East End and Butterfield. The original East End Pool opened on June 26, 1937 with a “Grand Splash” of 750 youths who had lined up along the edge of the pool in readiness for its big moment. The pool was an immediate success for the District, with 1,200 people showing up on its second day. The first recreation programs were offered for children in 1942 and included baton, handicrafts, archery, baseball and ballet. The early 1950s saw additional growth for the District as the Ben Allison Playground and Eldridge Park were opened. The Abbey was also established during this period as a place for teenagers to gather, but did not become part of the Park District until 1964. During the decade of the 1960s, seven new parks were opened, including the York Commons Pool which was dedicated in 1967.
Perhaps the most significant decade in the Park District's history was the 1970s, when the District blossomed into a full-service agency. In 1971, voters approved a $3.9 million bond referendum for land acquisition and development. The majority of the District's present land was purchased during this time, along with new park development. Five new special facilities were also opened during this period. The Courts, an indoor tennis, racquetball and handball facility, opened in 1972. Sugar Creek Golf Course was the result of collaboration in the early 1970s between the Elmhurst Park District and the Village of Villa Park who shared in the land acquisition and construction costs. The first Elmhurst Community Center opened its doors in 1979 at Eldridge School, leased from the School District. The Abbey Leisure Center opened its doors on St. Charles Road for senior citizen leisure programming in 1975 in recognition of this growing segment of the community's population. The Depot on York Road was acquired from the Chicago and Northwestern Railroad in 1971 and renovated by the Park District as a bicentennial project in 1975.

The 1980s and 1990s constituted a period of redevelopment and continued partnerships with other agencies. The Courts Plus expansion in 1990 provided an important collaboration with Elmhurst Memorial Health Care to provide fitness, rehabilitation, and health programs for the community. In 1992, the District won the coveted National Gold Medal Award presented to outstanding park and recreation agencies.

On September 6, 2003, the Elmhurst Park District opened the Joanne B. Wagner Community Center. This facility filled a great need for the community by providing a venue for indoor programming that is owned by the District. The redevelopment and opening of Berens Park and The Hub in 2004 came just in time for the District's 85th anniversary. In 2003, the new Elmhurst Public Library opened at the north end of Wilder Park following a land exchange agreement with the District and the City of Elmhurst and in 2007, the District received the keys to Wilder Mansion from the City (former Library), making its ownership official. The original 1860 home was remodeled without compromising the historic architectural features and provides an additional 14,000 square feet of multi-use space for the community.

**Overview of the City of Elmhurst:** Elmhurst is a community that is rich in culture and history, dating back to its settlement in the 1840s. While the suburbanization of Chicago encompassed Elmhurst and many other regional communities, Elmhurst clearly developed as a community with its own distinct heritage and image, casting aside its suburban label. Celebrating its 133rd year, Elmhurst is a highly livable and sustainable community that has its own symphony orchestra, art museum, historical museum and various other cultural offerings that appeal to residents and visitors alike. Located approximately 16 miles west of the Chicago Loop, Elmhurst is easily accessible via highway and rail. Interstates 294 and 290 intersect on the City's east side, providing both north-south and east-west access that links with the City of Chicago to the east and O'Hare Airport 12 miles north. The community is served by commuter rail on Metra’s Union Pacific West Line, with a station stop in the heart of Downtown Elmhurst. The City of Elmhurst has a healthy business and industry base, with numerous retail business areas outside the downtown area. The City is also home to three industrial parks located in the perimeter areas of the community.

Elmhurst has already realized the growth pressures of the past several decades and is in a period of very slow growth that is fueled largely by redevelopment. In the past two decades, numerous older homes and commercial buildings have been demolished to make way for new larger homes or townhouse/condominium developments. According to the Chicago Metropolitan Agency on Planning, the population of Elmhurst is projected to grow to 43,075 by the year 2030, an increase of less than one percent. The 2010 Census illustrates that this number has already been surpassed with 44,121 as the City of Elmhurst population and a projected population of 46,387 in 2019.

Elmhurst offers its residents the conveniences and amenities that come with having access to one of the largest major metropolitan areas in the country, while providing its own services, character and amenities that provide a high quality of life for residents. For additional economic and demographic data on the City of Elmhurst and the Elmhurst Park District, please refer to the charts on the following pages. On the next page is a map of District properties.
FUNCTIONAL SUBDIVISIONS

Elmhurst Park District Residents

Board of Park Commissioners

Executive Director
1 FT

Administrative Support
Legislative
Board Relations
Strategy
Planning
3 FT

Finance and Human Resources
Finance
Human Resources
Risk Management
7 FT

Information Technology
Computer Hardware/Software
Network Telecommunications
4 FT

Marketing & Communications
Marketing
Communications
Volunteers
Sponsorships
3 FT

Facilities
Facilities Operations
Park Planning
17 FT

Recreation
Programming
Registration
12 FT

Enterprise Services
Courts Plus
Wilder Mansion
Sugar Creek
16 FT

Parks
Park Operations
Park Ambassador
15 FT

LOCATION OF DISTRICT OFFICES

Administrative Office
375 W. First Street
Phone: (630) 993-8900 Fax: (630) 993-8913

The Abbey Senior Center
407 W. St. Charles Road
General Information
Phone: (630) 993-8193
Seniors Information
Phone: (630) 993-8961

Courts Plus Fitness Center
186 S. West Avenue
Phone: (630) 833-5064 Fax: (630) 993-8966

Joanne B. Wagner Community Center (Registration Office)
615 N. West Avenue
Phone: (630) 993-8901 Fax: (630) 993-8929

Park Maintenance Facility
985 S. Riverside Drive
Phone: (630) 993-8944 Fax: (630) 993-8943

Sugar Creek Golf Course
500 E. Van Buren, Villa Park
Phone: (630) 834-3325 Fax: (630) 834-3354

Lee A. Daniels Pavilion at The Hub
493 Oaklawn Avenue
Phone: (630) 782-4955
BOARD OF PARK COMMISSIONERS
A community-elected non-partisan Board of Commissioners consisting of seven (7) members constitutes the governing board of the Elmhurst Park District. Commissioners are elected to six (6) - year terms and serve without compensation.

Vince Spaeth, President (Term Expires 2025)
Kevin Graf, Vice President (Term Expires 2021)
    Douglas Ennis (Term Expires 2021)
    Mary E. Kies (Term Expires 2023)
    Claire Kubiesa (Term Expires 2025)
    Tim Sheehan (Term Expires 2023)
    Carolyn Ubriaco (Term Expires 2021)

Board Committees

Park/City/School Committee – (two Board members and Executive Director: Graf, Sheehan, Rogers) Meets every other month on the second or third Monday at 7:30 a.m. in alternating Park/City/School facilities to discuss topics of mutual interest. The temporary Stormwater Subcommittee formed to review City proposals to use District properties as detention areas.

Ethics Committee – (two Board members, one resident: Kies, Ubriaco, Matheney plus Ethics Officer Attorney Paine) Per the Gift Ban Act, the Board created an Ethics Board to enforce the provisions of the law. The committee shall meet as needed to perform its duties.

Finance/Audit Committee – (two Board members: Graf, Ubriaco) Monitors District finances, supervises the annual audit and reviews check registers weekly with Friday approval to release vouchers to vendors weekly. Also meets on other financial issues on an “as needed” basis such as an annual meeting with the Board’s auditor.

Human Resource Committee – (Board President & Vice-President: Spaeth, Graf) Coordinates the Executive Director’s yearly evaluation. The committee reports to the Board relative to the progress being made in the various areas the Board has asked the Executive Director to address.

Legislative Committee – (one Board member: Ubriaco) Reports as needed on legislation affecting parks and recreation through the Illinois General Assembly.

Park/School Joint Committee – (Board Vice-President and Executive Director: Spaeth, Rogers) Discusses topics of mutual interest, based on the Intergovernmental Agreement, to the Park and School Districts. A meeting is held in January to review the prior year. Other meetings can be called as needed.

Policy Review Committee – (two Board members and Executive Director: Kies, Ennis, Rogers) The Board of Commissioners may request the Board President to direct committee members to meet to review various Board policies and recommend action to the full Board.
FREEDOM OF INFORMATION ACT REQUESTS

The District will disclose public records as required by the Freedom of Information Act (FOIA) pursuant to the Illinois Open Meetings Act 5 ILCS 120. The District can deny a request for records that are specifically exempt from coverage under the Act, including information that would constitute an unwarranted invasion of personal privacy or a compromise of security. For additional information, please see the District’s FOIA policy on the following page.

SUBMITTING A FOIA REQUEST

To review a record, a person must submit a request in writing via personal delivery, mail, e-mail or telefax. The requestor must clearly state if the request is going to be used for commercial purposes (for the sale, resale or solicitation or advertisement for sales or services).

Requests can be submitted via the following means:

**Drop-off or Mail:**
Elmhurst Park District  
FOIA Request  
Administration Office  
375 W. First Street  
Elmhurst, IL 60126

**Fax:** (630) 993-8913

**E-Mail:** FOIAOfficer@epd.org

All requests must be submitted in writing to the attention of the Freedom of Information Act Officer. Applicants may use the Elmhurst Park District FOIA Request Form available at http://www.epd.org/freedom-information-act, or may submit their own written request for records. Applicants choosing not to use the provided form must provide their full name, current address, phone number, a detailed account of the documents they are requesting and whether or not they are requesting the documents for commercial use.

FOIA OFFICERS

The Elmhurst Park District appointed FOIA Officers are the Executive Director, Director of Finance and Human Resources and Administrative Office Supervisor. Their responsibilities include receiving information requests from the public and sending responses in compliance with FOIA.

RESPONSE TIME FOR FOIA REQUESTS

Within five business days after the date the District receives the request, one of the designated FOIA officers reviews and responds to the request. Beyond the five business days, the FOIA Officer can extend the response time for no more than five additional business days. Requests made for commercial purposes can be extended for no more than twenty-one additional business days. The time period can only be extended if the requested information:

- is stored at a different location;
- requires the collection of a substantial number of documents or an extensive search;
- has not been located;
- needs to be reviewed further by staff to determine whether the information is exempt from FOIA;
• cannot be produced without unduly burdening the public body or interfering with its operations;
• requires the public body to consult with another public body that has substantial interest in the requested subject matter; or
• both parties agree in writing to an extension specifying when the request will be filled.

When additional time is required for any of the reasons above, the Officer must, within 5 business days after the receipt of the request, notify the person making the request of the request of the reason(s) for the extension and the date by which the response will be forthcoming. If the request is unduly burdensome for the District to complete, the Officer will work with the person making the request in an attempt to reduce the request to manageable proportions.

COPIES AND FEES

If a public record is available on the District’s website(s), the Officer directs the requestor to the website where the records can be reasonably accessed. If a public record is not available online, the Officer provides it in an electronic format or provides hard copies as follows:

• No charge for the first fifty (50) black and white pages (letter or legal size).
• After the first fifty (50) black and white pages, $0.15 per page additional charge.
• Actual per page cost for color and/or abnormally sized copies.
• Cost of the electronic medium.